

Follow-Up on Previous Service Complaint

Dear [Partner's Name],

I hope this message finds you well. I am writing to follow up on the service complaint we discussed on [date of the initial complaint]. I appreciate your attention to this matter and would like to get an update on the progress made since our last conversation.

As a reminder, the issues I raised included [briefly list issues]. I am looking forward to hearing about any developments or solutions that have been implemented to address these concerns.

If you need any further information from my side to facilitate the resolution, please feel free to reach out. Thank you for your continued partnership and support.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]